

**PARISH OF EAST LEAKE
NOTICE OF MEETING**

Dear Councillor,

I hereby give you notice that the meeting of the **MANAGEMENT COMMITTEE** will be held at **The Parish Office, 45 Main Street** on **TUESDAY 10TH April 2018** at approx. 7.30pm

Dated 5th April 2018

Neil Lambert
Clerk to the Parish Council

AGENDA

APOLOGIES FOR ABSENCE

- 17/MAN/088 CHAIRMAN'S ANNOUNCEMENTS
- 17/MAN/089 DECLARATION OF INTEREST IN ITEMS ON THE AGENDA
- 17/MAN/090 TO REPORT MATTERS ARISING FROM MINUTES DATED 13th MARCH 2018 NOT ON THE AGENDA – **FOR INFORMATION ONLY**
 - Car Park extension – update on contract
- 17/MAN/091 TO RECEIVE REPORT FROM THE INTERNAL AUDITOR
- 17/MAN/092 TO RECEIVE UPDATE ON TENDER PROCESS AND BUDGET FOR SKATE PARK (paper attached)
- 17/MAN/093 TO REVIEW RISK POLICY (ANY CHANGES TO CURRENT ASSESSMENT AND MITIGATION) AND RISK REGISTER – PRESENTATION FORMAT FROM PRACTITIONERS GUIDE 2018 (papers attached)
- 17/MAN/094 TO REVIEW INSURANCE RENEWAL DUE 1ST JUNE (seeking quotations via Broker)
- 17/MAN/095 TO REPORT CORRESPONDENCE RECEIVED SINCE THE LAST MEETING – **FOR INFORMATION ONLY**
- 17/MAN/096 QUESTIONS TO CHAIRMAN IN ACCORDANCE WITH STANDING ORDER IU